

**Austin Run Sanitary Sewer and Austin Run Pump Station Replacement
Minutes from the Pre-bid Meeting held on Thursday, September 5, 2103**

- Project team introduction
- Bid Date and Addendum deadline
 - Bid Opening Date is Tuesday, **October 1, 2013** at 2:00 pm at the Stafford Purchasing Office, 1300 Courthouse Road, Stafford, VA.
 - Questions will be accepted until Tuesday, **September 24** at 5:00 p.m.
 - Final Addendum (if issued) issued by fax on Friday, **September 27**.
 - All questions must be received **in writing** addressed to:
Fred Krebs, P.E. – Stafford County Department of Utilities
Email: fkrebs@staffordcountyva.gov
 - Questions will be answered through addenda. Any verbal answers will not be considered official.
 - Questions received after the September 24 deadline may be evaluated and if they are substantial enough as determined by the Engineer and Owner, the Bid date may be extended.
 - Questions from the pre-bid meeting will be addressed Addendum #1.
- Scanning of documents
 - Official Plan Holders may transmit data to subcontractors and suppliers for the purpose of developing their own bid by any means they see fit, however they assume all risk in transferring complete documents.
- Information for Bidders
 - Owner has up to 90 days to award project. Most likely Owner will award contract as soon as all necessary paperwork is finalized.
- Funding
 - Project is funded by County funds, no special funding agency requirements apply
- Submittal Procedures
 - Submit all shop drawings to Stafford County who will forward them to Draper Aden Associates.
 - Engineers Plus will not allow substitutions after award of project per Section 16010, paragraph 7.G. Shop drawings must be submitted as described in section 16010, paragraph 6.D. Submittals are required on all electrical equipment rack structural shop fabrication drawings per Section 16190, paragraph 1.4.B.
- As-built Drawings
 - As-built drawings must be submitted for every trade. Exact location of new utilities and equipment must be shown on the as-built drawings.
- Clarifications
 - Concrete and soil testing costs to be performed by a testing contractor selected by the Owner. Initial tests will be paid for **by the Owner**. The concrete spec (Section 03300 paragraph 3.06) is incorrect and will be clarified by addenda.
 - Contract Time is 540 calendar days per section 00300 Bid Form, paragraph J.

- Any equipment stored on County property is the responsibility of the Contractor.
- Permits
 - VDOT permits will be obtained by Contractor.
- Description of project
 - Austin Run Sanitary Sewer (1,150 feet of 42" and 36" sewer, 277 feet of 36" replacement sewer, and 104 feet of 30" sewer). Sewer downstream of MH5 can be installed without bypass pumping and before pump station is operational.
 - Approximately 170 feet of 24" pipe and a manhole along Route 1 will be added to the project by addenda (currently shown on Sheet 3 as future 24" sewer by others).
 - Austin Run Pump Station Replacement (46 feet x 74 feet, 3 screw pumps, meter vault, connection to existing headworks structure, 20" bypass piping, generator, fuel tank, electrical work, site work). Relocation of some UGE will be necessary.
 - All elevations shown on plans are based on NAVD88 datum. Treatment plant uses NAVD29 datum (0.93 feet higher). Make sure NAVD88 datum is used when survey control is established. If any discrepancies in elevations are found, notify Engineer immediately.
 - Three vendors must be used: Lakeside Equipment (screw pumps), Vaden Company (control panels), Robinson Engineering (SCADA integration). Proposals are referenced in the documents and will be issued by addenda.
 - Demolition of existing Austin Run pump station can occur once all flow is going to the new screw pump station.
 - Contractor must coordinate shutdown of pump stations, bypass pumping operations and electrical work with Utilities Department and/or plant personnel. Fred Krebs will be the primary contact for all coordination work.
 - Discussion on electrical requirements

Clarification of questions from the Pre-bid meeting site visit

- The generators currently being stored near the future pump station will be removed prior to start of construction.